

# Register of Deeds

## Criteria for the *eRETR*

What constitutes a complete *eRETR* Receipt

# Electronic Real Estate Transfer Return

TEST OR TRAINING RECEIPT - DO NOT SEND TO THE REGISTER OF DEEDS  
WISCONSIN DEPARTMENT OF REVENUE

## INSTRUCTIONS

1. Grantors and grantees must review this receipt, noting grantor and grantee responsibilities.
2. Mail or deliver the following items to:  
*Brown County Register of Deeds, 305 E WALNUT ST RM 206, PO BOX 23600, GREEN BAY, WI 54305-3600*
  - ~~This receipt page, along with a transfer fee~~ of \$300.00.
  - The deed or instrument of conveyance, along with a recording fee of \$11.00 for the first page and \$2.00 for each additional page.
  - Either the weatherization Certificate of Compliance, Stipulation or Waiver form\*

To view the details of the real estate transfer return online, go to <https://test.dor.state.wi.us/RETRWebPublic/application>. You will need to know the receipt number, the total value of the real estate transferred, and the last name of one grantor or grantee.

Receipt **MXYA**. Filed on March 28, 2006 at 11:06 AM.

Value transferred	<b>\$100,000</b>	Transfer fee	<b>\$300.00</b>
Value subject to fee	<b>\$100,000</b>	Fee exemption number	

Grantors Criteria, LLC

Grantees ROD, LLC

Tax bill address ROD, LLC, 123 Rimrock, Madison, Wisconsin 53527

Property Location 123 Bridge Street

Parcels GB-123 (S1/T1N/R12E), GB-321 (S1/T1N/R12E)

Short legal description NW 1/4 of the SW1/2 Sec 1 and the NW 1/2 of the NW1/2 Sec 1

**Grantor responsibilities:** Grantors are responsible for paying the proper fee amount—verify the total property value, fee amount and fee exemption before sending this receipt to the county Register of Deeds.<sup>1</sup>

**Grantee responsibilities:** Grantees assert that this property is a primary residence<sup>2</sup>, and that the property is subject to weatherization standards.<sup>3</sup>

Preparer	Reppen, Russel, 608-266-1594, rreppen@dor.state.wi.us
Grantor agent	Russel Reppen, 608-266-1594, rreppen@dor.state.wi.us
Grantee agent	Russel Reppen, 608-266-1594

If you have any questions about the Real Estate Transfer Return visit the Real Estate Transfer Web site at <http://www.dor.state.wi.us/ust/retrn.html>. You can also contact your County Register of Deeds (see <http://www.wrda.org/>).

Information on the real estate transfer return is used to administer Wisconsin's laws of income tax, real estate transfers, rental unit energy efficiency, lottery tax credit and general property tax. The transfer of Wisconsin real estate in a taxable transaction must be reported on your Wisconsin income tax return. This is true whether you were a resident, a part-year resident, or a nonresident of Wisconsin. If you are a nonresident of Wisconsin, you must file Form 1NPR to report the sale.

1 Penalties for use of an improper exemption are imposed per s. 77.26(8), Stats. Penalties for falsifying the property value are imposed per s. 77.27, Stats.

2 Penalties for improperly claiming the Lottery & Gaming Credit as Primary Residence are imposed per Chapter Tax 20.19.

3 Penalties relating to Weatherization claims are imposed per s. 101.122, Stats.

Items to check for:

Mailed to proper county

Payment

Document to record

Weatherization papers  
(will indicate if needed)

All grantors/grantees

Must be same and all as on the document  
REJECT if not the same.

Middle initial is optional

All parcels

Must be same and all as on the document

Note that anything  
crossed out and  
written over is an  
automatic rejection  
of the Receipt

4/25/06